



PLANNING COMMISSION AGENDA REPORT

MEETING DATE: JANUARY 24, 2005

III.3.
ITEM NUMBER:

SUBJECT: TENTATIVE TRACT MAP T-16801
250 BAKER STREET, COSTA MESA

DATE: DECEMBER 22, 2004

FOR FURTHER INFORMATION CONTACT: MEL LEE, SENIOR PLANNER (714) 754-5611

DESCRIPTION


The applicant proposes a one-lot airspace subdivision of a future three (3) building office condominium complex.

APPLICANT

The applicant is Scott Meserve of Burke Real Estate Group, who is also the owner of the property.

RECOMMENDATION

Approve by adoption of Planning Commission resolution, subject to conditions.



MEL LEE
Senior Planner



R. MICHAEL ROBINSON
Asst. Development Services Director

BACKGROUND/DISCUSSION

The subject site is presently developed with a 39,000 square foot industrial building. The property is zoned MP (Industrial Park) and has a General Plan designation of Industrial Park.

On November 2, 2004, staff approved Development Review DR-04-10 to demolish 9,000 square feet of the existing building to create two separate buildings 12,000 square feet and 18,000 square feet in size, respectively. The applicant also proposes to construct a new 11,996 square foot building. All of the buildings are proposed to be used as offices. The applicant proposes a tentative tract map to allow for individual sale of the units as airspace condominiums.

Staff notes that code requires CC&Rs be recorded prior to the final map to ensure parking and access remain available to everyone who comes to the site, as well as provide for common maintenance for the landscaping, driveway and parking spaces. The site will comply with code requirements for on-site landscaping and number of parking spaces, and floor area ratio (FAR) standards.

The map complies with all applicable code provisions and the State Subdivision Map Act. Therefore, staff supports the request.

ALTERNATIVES

If the map were denied, the applicant would not be able to file a similar request for six months. The development could proceed as approved, but would be limited to a single ownership.

CONCLUSION

Staff does not anticipate any significant land use impacts, provided the conditions of approval and code requirements for the tentative tract map and development review are complied with.

Attachments: Draft Planning Commission Resolution
 Exhibit "A" – Draft Findings
 Exhibit "B" – Draft Conditions of Approval
 Assistant City Engineer's Letter
 Approval Letter for Development Review DR-04-10
 Applicant's Project Justification Form
 Zoning/Location Map
 Plans

cc: Dep. City Mgr. - Dev. Svcs. Director
 Sr. Deputy City Attorney
 City Engineer
 Fire Protection Analyst
 Staff (4)
 File (2)

Burke Real Estate Group
 Attn: Scott Meserve
 1805 E. Garry, Suite 100
 Santa Ana, CA 92705

RESOLUTION NO. PC-05-

**A RESOLUTION OF THE PLANNING COMMISSION OF THE
CITY OF COSTA MESA APPROVING TENTATIVE TRACT
MAP T-16801**

THE PLANNING COMMISSION OF THE CITY OF COSTA MESA HEREBY
RESOLVES AS FOLLOWS:

WHEREAS, an application was filed by Burke Real Estate Group, owner of real property located at 250 Baker Street, requesting approval of a one-lot subdivision of an existing industrial property that will contain three (3) buildings located at in an MP (Industrial Park) zone; and,

WHEREAS, a duly noticed public hearing was held by the Planning Commission on January 24, 2005;

BE IT RESOLVED that, based on the evidence in the record and the findings contained in Exhibit "A", subject to the conditions in Exhibit "B," the Planning Commission hereby **APPROVES** Tentative Tract Map No. T-16801 with respect to the property described above.

BE IT FURTHER RESOLVED that the Planning Commission does hereby find and determine the adoption of this Resolution is expressly predicated upon the activity as described in the staff report for Tentative Tract Map No. T-16801 and upon the applicant's compliance with each and all of the conditions contained in Exhibit "B." Any approval granted by this resolution shall be subject to review, modification, or revocation if there is a material change that occurs in the operation, or if the applicant fails to comply with any of the conditions of approval.

PASSED AND ADOPTED this 24TH day of January, 2005.

Chair, Costa Mesa Planning Commission

STATE OF CALIFORNIA)
)ss
COUNTY OF ORANGE)

I, R. Michael Robinson, secretary to the Planning Commission of the City of Costa Mesa, do hereby certify that the foregoing Resolution was passed and adopted at a meeting of the City of Costa Mesa Planning Commission held on January 24, 2005, by the following votes:

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSENT: COMMISSIONERS

ABSTAIN: COMMISSIONERS

Secretary, Costa Mesa
Planning Commission

EXHIBIT "A"**FINDINGS**

- A. The proposed project complies with Costa Mesa Municipal Code Section 13-29 (e) because:
 - a. The proposed development and use is compatible and harmonious with uses both on-site as well as those on surrounding properties.
 - b. Safety and compatibility of the design of the buildings, parking areas, landscaping, luminaries, and other site features including functional aspects of the site development such as automobile and pedestrian circulation have been considered.
 - c. The project is consistent with the General Plan.
 - d. The planning application is for a project-specific case and does not establish a precedent for future development.
- B. The project has been reviewed for compliance with the California Environmental Quality Act (CEQA), the CEQA Guidelines, and the City environmental procedures, and has been found to be exempt from CEQA.
- C. The project is exempt from Chapter IX, Article 11, Transportation System Management, of Title 13 of the Costa Mesa Municipal Code.
- D. The subdivision is consistent with the City's General Plan and Zoning Code.
- E. The proposed use of the lots is for office uses, which is compatible with the objectives, policies, general plan land use designation, and programs specified in the City of Costa Mesa 2000 General Plan.
- F. The subject property is physically suitable to accommodate Tentative Tract Map T-16801 in terms of type, design, and density of development, and will not result in substantial environmental damage nor public health problems, based on compliance with the City's Zoning Code and General Plan.
- G. The design of the subdivision provides, to the extent feasible, for future passive or natural heating and cooling opportunities in the subdivision, as required by Government Code Section 66473.1.
- H. The subdivision will not unreasonably interfere with the free and complete exercise of the public entity and/or public utility rights-of-way and/or easements within the subdivision.
- I. The discharge of sewage from this subdivision into the public sewer system will not violate the requirements of the California Regional Water Quality Control Board pursuant to Division 7 (commencing with Section 13000 of the Water Code).

EXHIBIT "B"

CONDITIONS OF APPROVAL

- Plng.
1. All applicable conditions of approval, code requirements, and special district requirements for DR-04-10 shall be complied with.
 2. The final map shall show easements or other provisions for the placement of centralized mail delivery units, if applicable. Specific locations for such units shall be to the satisfaction of the Planning Division, Engineering Division, and the US Postal Service.



CITY OF COSTA MESA

CALIFORNIA 92628-1200

P.O. BOX 1200

FROM THE DEPARTMENT OF PUBLIC SERVICES/ENGINEERING DIVISION

December 21, 2004

Costa Mesa Planning Commission
City of Costa Mesa
77 Fair Drive
Costa Mesa, CA 92626

SUBJECT: Tentative Tract No. 16801
LOCATION: 250 E. Baker Street

Dear Commissioners:

Tentative Tract Map No. 16801 as furnished by the Planning Division for review by the Public Services Department, consists of a subdivision of one (1) lot for condominium purposes. Tentative Tract Map No. 16801 meets with the approval of the Public Services Department, subject to the following conditions:

1. The Tract shall be developed in full compliance with the State Map Act and the City of Costa Mesa Municipal Code (C.C.M.M.C.), except as authorized by the Costa Mesa City Council and/or Planning Commission. The attention of the Subdivider and his engineer is directed to Section 13-208 through 13-261 inclusive, of the Municipal Code.
2. Two copies of the Final Tract Map shall be submitted to the Engineering Division for checking. Map check fee shall be paid per C.C.M.M.C. Section 13-231.
3. The Final Tract Map and all off-site improvements required to be made, or installed by the Subdivider, shall meet the approval of the City Engineer. Prior to any on-site/off-site construction, permits shall be obtained from the City of Costa Mesa Engineering Division.
4. The Subdivider shall submit an off-site plan to the Engineering Division and a precise grading plan to the Building Division at the time of submittal of the Final Tract Map. Off-site plan check fee shall be paid per C.C.M.M.C. Section 13-231.
5. In accordance with C.C.M.M.C. Section 13-230, the Subdivider shall submit street improvement plans at the time of first submittal of the Final Tract Map and pay plan check fee per C.C.M.M.C. Section 13-231.
6. The Subdivider shall conduct soil investigations and provide the results to the City of Costa Mesa Engineering and Building Divisions pursuant to Ordinance 66-26.
7. A current copy of the title search shall be submitted to the Engineering Division with the first submittal of the Final Tract Map.
8. All public streets shall be fully improved per the C.C.M.M.C., City of Costa Mesa Standard Drawings, and all requirements of the City Engineer.

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9. All public streets construction performed as a part of this development shall present a new and uniform appearance prior to the acceptance of the improvements by the City.
10. The elevations shown on all plans shall be on Orange County benchmark datum.
11. The Subdivider shall submit a cash deposit of \$1,150 for street sweeping at time of issuance of a Construction Access permit. Full amount of deposit shall be maintained on a monthly basis prior to and during construction until completion of project.
12. There shall be four feet of clear sidewalk behind all immovable objects, i.e., light standards, mail boxes, telephone poles, fire hydrants, etc.
13. Off-site driveway approaches shall be installed and shall be constructed of P.C.C. per City of Costa Mesa, ADA, and Title 24 Standards. All off-site driveway locations and driveway design shall meet the approval of the City Engineer.
14. Any existing drives or curb depressions that will not be used shall be removed and replaced with full height curb and sidewalk.
15. Maintenance of the private on-site drainage facilities and parkway culverts and other common areas shall be the responsibility of the owner. Said owner shall indemnify and hold harmless the City for any liability arising out of or in any way connected with the connection of the private drainage system with the City's drainage system and shall execute and deliver to the City the standard indemnity agreement required for such conditions prior to issuance of permits.
16. Construct 24" RCP storm drain pipe from the project site to the existing public storm drain pipe located on Baker Street. Construct manholes at the points of connection with the existing public storm drains. All storm drain work and materials shall conform to the City of Costa Mesa, Public Services Department, Engineering Division's Storm Drain Design Guidelines (latest revision), and the City of Costa Mesa Standard Plans and meet the approval of the City Engineer.
17. The Subdivider's engineers shall furnish the Engineering Division a storm runoff study showing existing and proposed facilities and the method of draining this area and tributary areas without exceeding the capacity of any street or drainage facility on-site or off-site. This study to be furnished with the first submittal of the Final Tract Map. Drain all residential lots to common lots; otherwise, cross lot drainage shall not occur.
18. Emergency outlets shall be provided at all sump locations along the storm system. Emergency outlets shall be designed to convey the 100-year storm flow.
19. Vehicular and pedestrian access rights to Baker Street and Red Hill Avenue shall be released and relinquished to the City of Costa Mesa except at approved access locations.
20. A Subdivision Agreement and deposit shall be submitted to the City Engineer to guarantee construction of off-site improvements. The cash deposit or surety bond amount shall be determined by the City Engineer.
21. Fulfill the drainage fee ordinance requirements prior to the approval of the Tract Map.

22. Street lighting shall be provided as required by the Public Services Department, Transportation Services Division.
23. Sewer improvements shall meet the approval of the Costa Mesa Sanitary District; call (949) 631-1731 for information.
24. Water system improvements shall meet the approval of Mesa Consolidated Water District; call (949) 631-1200 for information.
25. Dedicate easements as needed for public utilities.
26. Prior to occupancy on the Tract, the surveyor/engineer shall submit to the City Engineer a Digital Graphic File, reproducible mylar of the recorded Tract Map, and approved off-site plan and nine copies of the recorded Tract Map.
27. Submit Traffic Mitigation fee as determined by the Transportation Services Manager.
28. Prior to recordation of a Final Tract Map, the surveyor/engineer preparing the map shall tie the boundary of the map into the Horizontal Control System established by the County Surveyor in a manner described in Subarticle 12, Section 7-9-337 of the Orange County Subdivision Code.
29. Prior to recordation of a Final Tract Map, the surveyor/engineer preparing the map shall submit to the County Surveyor a digital-graphics file of said map in a manner described in Subarticle 12, Section 7-9-337 of the Orange County Subdivision Code.
30. Survey monuments shall be preserved and referenced before construction and replaced after construction, pursuant to Section 8771 of the Business and Profession Code.
31. Prior to recordation of a Final Tract Map, submit required cash deposit or surety bond to guarantee monumentation. Deposit amount to be determined by the City Engineer.

Sincerely



Ernesto Munoz, P. E.
City Engineer

/ch (Engr. 2004/Planning Commission Tract 16801)



CITY OF COSTA MESA

P.O. BOX 1200 • 77 FAIR DRIVE • CALIFORNIA 92628-1200

DEVELOPMENT SERVICES DEPARTMENT

November 2, 2004

Scott Meserve
1805 East Garry Avenue
Santa Ana, CA 92705

RE: DEVELOPMENT REVIEW DR-04-10
250 BAKER STREET, COSTA MESA

Dear Mr. Meserve:

The Development Review for the above-referenced property has been completed. Based on the following project description and findings, the various City departments have recommended project approval, subject to the conditions set forth below.

PROJECT DESCRIPTION

The subject property is presently improved with a 39,000 square-foot, one-story, industrial building. The applicant proposes to demolish 9,000 square feet of the existing building to create two separate, one-story, office buildings of 12,000 square feet and 18,000 square feet. The applicant also proposes to construct a new, 11,996 square-foot, one-story office building at the southwest corner of the lot. The subject property will consist of three office buildings, totaling 41,996 square feet.

The project results in a floor area ratio of 0.30 and provides parking at a ratio of 4 spaces per 1,000 square feet of floor area. The General Plan designation for the site is Industrial Park and allows a 0.30 maximum floor area ratio for moderate traffic uses. In industrial zones, moderate traffic uses (such as office parks or business parks) generate between eight and 15 daily vehicle trip ends per 1,000 square-feet of gross floor area. Future tenants of these buildings shall comply with the City's moderate traffic trip generation standards.

FINDINGS

- A. Approval of the development review will allow a use, density, and intensity, which is in accordance with the General Plan designation for the property. Specifically, the General Plan designation for the subject property is Industrial Park, which allows moderate traffic uses at a

maximum FAR (floor area ratio) of 0.30. The proposed development meets the maximum FAR limit for an office/business park. Additionally, the site provides adequate number of parking stalls to support the use.

- D. The project has been reviewed for compliance with the California Environmental Quality Act (CEQA), the CEQA Guidelines, and the City environmental procedures, and has been found to be exempt from CEQA.
- E. The project, as conditioned, is consistent with Chapter XII, Article 3, Transportation System Management, of Title 13 of the Costa Mesa Municipal Code in that the development project's traffic impacts will be mitigated by the payment of traffic impact fees.

CONDITIONS OF APPROVAL

1. Construction of the new office building shall occur concurrently with or after the demolition of the existing building.
2. Additional canopy trees will be provided for parking stalls adjacent to buildings. A minimum of one (1) tree shall be provided for every 6 parking stalls.
3. Address assignment shall be requested from the Planning Division prior to submittal of working drawings for plan check. The approved address of individual units, suites, buildings, etc., shall be blueprinted on the site plan and on all floor plans in the working drawings.
4. Street addresses shall be displayed on the fascia or store front adjacent to the main entrance of the buildings, in a manner visible to the public street. Numerals shall be a minimum 12-inch in height with not less than 3/4-inch stroke and shall contrast sharply with the background. Identification of individual units shall be provided adjacent to the unit entrances. Letters or numerals shall be 4 inches in height with not less than 1/4-inch stroke and shall contrast sharply with the background.
5. Prior to issuance of building permits, applicant shall contact the US Postal Service with regard to location and design of mail delivery facilities. Such facilities shall be shown on the site plan, landscape plan, and/or floor plan.
6. The subject property's ultimate finished grade level may not be filled/raised unless necessary to provide proper drainage, and in no case shall it be raised in excess of 30 inches above the finished grade of any abutting property. If additional fill dirt is needed to provide acceptable on-site storm water flow to a public street, an alternative means of accommodating that

drainage shall be approved by the City's Building Official prior to issuance of any grading or building permits. Such alternatives may include subsurface tie-in to public storm water facilities, subsurface drainage collection systems and/or sumps with mechanical pump discharge in-lieu of gravity flow. If mechanical pump method is determined appropriate, said mechanical pump(s) shall be continuously maintained in working order. In any case, development of subject property shall preserve or improve the existing pattern of drainage on abutting properties.

7. Demolition permits for existing structure shall be obtained and all work and inspections completed prior to final building inspections. Applicant is notified that written notice to the Air Quality Management District may be required ten (10) days prior to demolition.
8. All new and existing construction shall be architecturally compatible with regard to building materials, style, colors, etc. Plans submitted for plan check shall indicate how this will be accomplished.
9. All rooftop mechanical equipment shall be screened from view on-and-off site. Screening shall be provided by architectural parapets, not separate "equipment screens".
10. Show method of screening for all ground-mounted equipment (backflow prevention devices, Fire Department connections, electrical transformers, etc.). Ground-mounted equipment shall not be located in any landscaped setback visible from the street, except when required by applicable uniform codes, and shall be screened from view, under the direction of Planning staff.
11. Street setback landscape planters along arterial highways, which are planned to be at least eight feet in depth, shall be mounded to a high point of at least 18", with approved turf and/or ground cover on the street side front half of the planter and shrubbery plantings and trees on the back half.
12. Permanent masonry walls shall be constructed along the interior property lines prior to the commencement of grading and/or building construction unless otherwise approved by the Building Official. The walls shall have a finished quality on both sides. Where walls on adjacent properties already exist, the applicant shall work with the adjacent property owners to prevent side-by-side walls with gaps in between them.
13. SCAQMD Rule 403 shall be adhered to, ensuring the clean up of construction-related dirt on approach routes to the site. Rule 403 prohibits the release of fugitive dust emissions from any active operation, open storage pile, or disturbed surface

- area beyond the property line of the emission source. Particulate matter deposits on public roadways are also prohibited
14. Adequate watering techniques shall be employed to partially mitigate the impact of construction-generated dust particulates. Portions of the project site that are undergoing earth moving operations shall be watered such that a crust will be formed on the ground surface and then watered again at the end of the day.
 15. Grading operations shall be suspended during first and second stage ozone episodes or when winds exceed 25 mph.
 16. If any unknown archaeological or paleontological objects are encountered during construction, the contractor shall stop work immediately and notify the Planning Division.
 17. The conditions of approval for DR-04-10 shall be blueprinted on the face of the site plan as part of the plan check submittal package.
 18. The applicant shall contact the Planning Division to arrange a Planning inspection of the site prior to the release of occupancy/utilities. This inspection is to confirm that the conditions of approval and code requirements have been satisfied.
- P.D. 19. A list of security recommendations has been provided by the Police Department for the applicant's consideration.
- Eng. 20. Maintain the public right-of-way in a "wet-down" condition to prevent excessive dust and promptly remove any spillage from the public right-of-way by sweeping or sprinkling.

CODE REQUIREMENTS

The following list of federal, state and local laws applicable to the project has been compiled by staff for the applicant's reference. Any reference to "City" pertains to the City of Costa Mesa.

- Plng. 1. All contractors and subcontractors must have valid business licenses to do business in the City of Costa Mesa. Final inspections, final occupancy and utility releases will not be granted until all such licenses have been obtained.
2. Approval of the development review is valid for one (1) year and will expire at the end of that period unless building permits are obtained and construction commences or the applicant applies for and is granted an extension of time. A written request for an extension of time must be received by Planning staff prior to the expiration of the development review.
 3. Permits shall be obtained for all signs according to the

- provisions of the Costa Mesa Sign Ordinance.
4. All work shall be conducted under-roof. Outdoor work or display is prohibited.
 5. Outdoor storage, if permitted, shall comply with the provisions of Costa Mesa Municipal Code Section 13-53.
 6. Development shall comply with all applicable requirements of Section 13-53 and Article 9, Chapter V, Title 13 of the Costa Mesa Municipal Code relating to industrial development standards.
 7. Parking stalls shall be double-striped in accordance with City standards.
 8. Driveway ramp slope shall comply with the standards contained in the City's parking ordinance.
 9. All on-site utility services shall be installed underground. This does not apply to above-ground electrical transformers.
 10. Installation of all utility meters shall be performed in a manner so as to obscure the installation from view from any place on or off the property. The installation shall be in a manner acceptable to the public utility and shall be in the form of a vault, wall cabinet, or wall box under the direction of the Planning Division.
 11. Any building mechanical equipment such as air-conditioning equipment, duct work, and fire sprinkler risers shall be screened from view in a manner approved by the Planning Division.
 12. Four (4) sets of detailed landscape and irrigation plans shall be required as part of the project plan check review and approval process. Three (3) sets shall be provided to the Mesa Consolidated Water District and one (1) set shall be submitted to the Planning Division for review. Plans shall be approved by the water district with two (2) approved sets forwarded by the applicant to the Planning Division, for final approval prior to issuance of building permits.
 13. Two (2) sets of landscape and irrigation plans, approved by both the water agency and the Planning Division, shall be attached to two of the final building plan sets.
 14. Landscape and irrigation plans shall meet the requirements set forth in Costa Mesa Municipal Code Sections 13-103 through 13-108 as well as irrigation requirements set forth by the water agency. Consult with the representative water agency Mesa Consolidated Water District, Ray Barela - (949) 631-1291 for requirements.
 15. Landscaping and irrigation shall be installed in accordance with the approved plans prior to final inspection or occupancy clearance.

16. All landscaped areas shall be separated from paved vehicular areas by 6-inch high continuous Portland Cement Concrete curbing.
17. Existing mature trees shall be retained wherever possible. Should it be necessary to remove existing trees, the applicant shall submit a written request and justification to the Planning Division. A report from a California licensed arborist may be required as part of the justification. Replacement trees shall be of a size consistent with trees to be removed and may be required on a 1:1 basis. This condition shall be completed under the direction of the Planning Division.
18. A trash enclosure shall be provided. The design of the trash enclosure shall conform to City standards. Standard drawings are available from the Planning Division. Trash enclosure shall have wall treatments similar to the building, subject to Planning Division approval. Trash enclosure gates shall be in a closed position at all times except during trash collection time.
19. Lighting shall comply with all requirements of Costa Mesa Municipal Code Section 13-93(d). Lighting shall be designed to provide adequate illumination of the parking area (no dark spots) without creating spill-over light or glare onto adjacent residential properties. Shielding or other methods necessary to prevent light or glare spill-over shall be incorporated.
20. Construction, grading, materials delivery, equipment operation, and other noise-generating construction activity shall be limited to the hours of 7 a.m. to 8 p.m. Exceptions may be made for activities that will not generate noise audible from off-site, such as painting and other quiet interior work.
- Bldg. 21. Comply with the requirements of the California Code of Regulations, Title 24, also known as the California Building Standards Code, as amended by the City of Costa Mesa.
22. A soils report shall be submitted to the Building Division at the time plans are submitted for building plan check.
23. Prior to or concurrent with submittal of plans for building plan check, the developer shall submit a Water Quality Management Plan (WQMP) that identifies the application and incorporation of those routine structural and non-structural Best Management Practices (BMP's) outlined in the Countywide National Pollution Discharge Elimination System (NPDES) Drainage Area Management Plan (DAMP), Appendix G. The WQMP shall detail implementation of BMP's not dependent on specific land uses, for review and approval by the Development Services Department.
24. Applicant shall comply with the following requirements of AQMD Rule 402 and 403, including, but not limited to, the

following:

- Moisten soil prior to grading.
- Water exposed surfaces at least twice a day under calm conditions and as often as needed on windy days when winds are less than 25 miles per hour or during very dry weather in order to maintain a surface crust and prevent the release of visible emissions from the construction site.
- Treat any area that will be exposed for extended periods with a soil conditioner to stabilize soil or temporarily plant with vegetation.
- Wash mud-covered tires and under-carriages of trucks before leaving construction site.
- Provide for street sweeping, as needed, on adjacent roadways to remove dirt dropped by construction vehicles or mud which would otherwise be carried off by trucks departing project sites.
- Cease grading during periods when winds exceed 25 miles per hour.
- Provide for permanent sealing of all graded areas, as applicable, at the earliest practicable time after soil disturbance.

The applicant shall require the contractor to:

- Maintain construction equipment in peak operating condition so as to reduce operation emissions.
- Use low-sulfur diesel fuel in all equipment.
- Use electronic equipment whenever possible.
- Shut off engines when not in use.

- Eng. 25. At the time of development submit for approval an off-site plan to the Engineering Division and grading plan to the Building Division that shows sewer, water, existing parkway improvements and the limits of work on the site, and hydrology calculations, both prepared by a civil engineer or architect. Construction access approval must be obtained prior to building or engineering permits being issued by the City of Costa Mesa. Pay offsite plan check fee to the Engineering Division. An approved offsite plan and fee shall be required prior to engineering/utility permits being issued by the City.
26. A site access permit and deposit of \$1,150.00 for street sweeping will be required by the Engineering Division prior to the start of any on- or off-site work.
27. Submit required cash deposit or surety bond to guarantee construction of offsite street improvements at time of permit per Costa Mesa Municipal Code Section 15-32, and as approved by City engineer. Cash deposit or surety bond amount to be determined by the City engineer.

28. Obtain a permit from the Engineering Division, at the time of development and then construct P.C.C. commercial sidewalk per City of Costa Mesa standards as shown on the offsite plan, including four (4) feet clear around obstructions in the sidewalk.
29. Obtain a permit from the Engineering Division at the time of development and then construct P.C.C. driveway approach per City of Costa Mesa standards as shown on the offsite plan. Location and dimensions are subject to the approval of the Transportation Services Manager. A.D.A. compliance is required for all driveway approaches.
30. Obtain a permit from the Engineering Division, at the time of development and then remove any existing driveways and/or curb depressions that will not be used and replace with full height curb and sidewalk at applicant's expense.
31. Obtain a permit from the Engineering Division, at the time of development and then construct wheelchair ramp on the corner of Baker Street and Red Hill Avenue.
32. Private on-site drainage facilities and parkway culverts or drains will not be maintained by the City of Costa Mesa; they shall be maintained by the owner or developer of the property. Private lateral connections to City storm drains will require a hold harmless agreement prior to issuance of permit.
- Trans. 33. Fulfill San Joaquin Hills Transportation Corridor Fee Ordinance requirement at the time of issuance of building permit by submitting the required fee to the Planning Division. For the proposed use, the corridor fee is estimated at **\$11,474.68**. NOTE: The fee is predicated on the demolition of 9,000 square feet from the existing building. Demolition permit must be issued prior to or concurrently with the building permit. This fee is subject to revision and possible increase effective July 1st of each year.
34. Fulfill mitigation of off-site traffic impacts at the time of issuance of Certificate of Occupancy by submitting to the Planning Division the required Traffic Impact Fee pursuant to the prevailing schedule of charges adopted by the City Council. The Traffic Impact Fee is calculated based upon the average daily trip generation rate of 11.01 trip ends per TSF for the proposed project and includes a credit for any previously existing use. At the current rate the Traffic Impact Fee is estimated at **\$33,807.00**. NOTE: This fee is also predicated on the demolition of 9,000 square feet from the existing building. The Traffic Impact Fee will be recalculated at the time of issuance of Certificate of Occupancy based upon any changes in the prevailing schedule of changes adopted by the

- City Council and in effect at that time.
35. Construct Type II drive approach at location submitted on site plan. Comply with minimum clearance requirements from property lines and any vertical obstructions.
 36. Relocate utilities to accommodate new drive approach on Baker Street. All above-ground utilities and associated screening placed in the setback area shall be a minimum distance of 15 feet from drive approach.
 37. Indicate on site plan the ultimate right-of-way on Baker Street as 55 feet from centerline and adjust new building setback accordingly.

SPECIAL DISTRICT REQUIREMENTS

The requirements of the following special districts are hereby forwarded to the applicant:

- | | | |
|--------|----|--|
| Sani. | 1. | Developer will be required to construct sewers to serve this project, at his own expense, meeting the approval of the Costa Mesa Sanitary District. |
| | 2. | Orange County Sanitation District fees, fixture fees, inspection fees, and sewer permit required prior to issuance of building permits. To receive credit for buildings to be demolished, call (714) 754-5307 for inspection. |
| | 3. | Developer shall submit a plan showing sewer improvements that meets with the District Engineer's approval to the Building Division as a part of the plans submitted for plan check. |
| AQMD | 4. | Applicant shall contact the Air Quality Management District (800) 288-7664 for potential additional conditions of development or for additional permits required by the district. |
| CDFA | 5. | Comply with the requirements of the California Department of Food and Agriculture (CDFA) to determine if red imported fire ants exist on the property prior to any soil movement or excavation. Call CDFA at (714) 708-1910 for information. |
| School | 6. | Developer shall submit proof that applicable school fees for the Newport Mesa Unified School District have been paid prior to the issuance of building permits. |

Upon receipt of this letter, your project has been approved, subject to the above-listed conditions. A copy of the approved conceptual plans is enclosed. The decision will become final on November 9, 2004, unless appealed by an affected party (including filing of the necessary application and payment of the appropriate fee), or by a member of the Planning Commission or City Council.

Should you have any questions regarding this letter, please feel free to contact me at (714) 754-5640, between 8 a.m. and 12 noon, Monday through Friday.

Sincerely,



HANH TRAN
Assistant Planner

Enclosure: Approved conceptual plans
 Security Recommendations

cc: Engineering
 Fire Protection Analyst
 Water District
 Chief Plans Examiner

David Olson Architecture
15375 Barranca Parkway, Suite F-101
Irvine, CA 92618

COSTA MESA POLICE DEPARTMENT

MEMORANDUM

TO: Lt. Schuler
Planning Department

FROM: Sue Hupp
Crime Prevention Specialist

SUBJECT: DR-04-10, 250 E. Baker

DATE: October 14, 2004

Landscape

All landscaping shall be low profile especially around the perimeter of the property and adjacent to buildings. Bushes and shrubs shall be no higher than three feet and at least three feet wide; and trees trimmed up to seven feet.

Planters shall be at ground level or have a pyramid cap and be no higher than six inches to deter loitering and skateboarding.

Lighting

The parking lot shall provide a maintained minimum of one foot-candle of light on the parking surface during the hours of darkness. The light source shall be controlled by a photocell device or time clock with an astronomic feature and be weather and vandal resistant.

Special care shall be given when planting the trees that they're not planted in the same location as the light standards. When trees mature they will block the light and be ineffective.

Addressing

The address for the property shall be 12"-18" in height, visible from the street, of contrasting color to the background and illuminated during the hours of darkness. It is also recommended the address be placed on the roof of the building four feet in height and two feet in width. The lines of the numbers should be a minimum of six inches thick.

Each building letter shall be 12" – 18" in height, contrasting color to the background and on all four sides of the building.

Telephones

Public telephones shall not be located in a remote area of the project. Telephones shall be "call out" only.

Signs

"No Trespassing" and "No Loitering" signs shall be posted at the entrance to the property.

Trash Enclosure

The trash enclosure shall be relocated closer to the buildings, possibly on the southwest corner of building 3 or the northeast corner of building 1.

The trash enclosure shall be just large enough to fit the trash bin and be gated and locked. The enclosure shall provide a maintained minimum of one foot-candle of light on the surface during hours of darkness. The light source shall be controlled by a photocell device or time clock with an astronomic feature and be weather and vandal resistant.

Driveway

The entrance driveway shall have some type of pavement treatment (stamped brick) at the entrance to the property.

Perimeter

The northeast corner of building 3 shall have a fence/wall from the building to the fence running east and west.

A six foot steel tubular/wrought iron fence shall be installed between the southeast corner of building 3 and the northeast corner of building 2.

The fence line along the west property line shall be continuous with no breaks.

The southwest corner of building 1 shall have a fence/wall from the building to the fence running north and south.

See attached map for further information.



SUE HUPP

Crime Prevention Specialist

PLANNING APPLICATION SUMMARY

Location: 250 Baker Street Application: DR-04-10

Request: Development Review to construct a new, 11,996 sq. ft. office building and to demolish 9,000 sq. ft. of an existing building to create two office buildings, resulting in three, one-story buildings, totaling 41,996 sq. ft.

SUBJECT PROPERTY:

Zone: MP
 General Plan: Industrial Park
 Lot Dimensions: Irregular
 Lot Area: 135,880 sq. ft.
 Existing Development: One 39,000 sq. ft., one-story industrial building.

SURROUNDING PROPERTY:

North: Surrounding
 South: uses are
 East: industrially zoned and
 West: developed properties

DEVELOPMENT STANDARD COMPARISON

<u>Development Standard</u>	<u>Required/Allowed</u>	<u>Proposed/Provided</u>
<u>Lot Size:</u>		
Lot Width	120 ft	330 ft
Lot Area	30,000 sq. ft.	135,880 sq. ft.
<u>F.A.R.:</u>		
Building 1		11,996 sq. ft.
Building 2		12,000 sq. ft.
Building 3		18,000 sq. ft.
Total F.A.R.	42,047 sq. ft. (30%)	41,996 sq. ft. (30%)
<u>Landscaping:</u>		
Setback	13,000 sq. ft.	13,000 sq. ft.
Interior	2,520 sq. ft.	10,000 sq. ft.
Total	15,520 sq. ft.	23,000 sq. ft.
Building Height:	3 stories/45 ft.	1 story/25.5 ft.
<u>Setback:</u>		
Front	20 ft.	25.5 ft.
Side (left/right)	10 ft./20 ft. ¹	18 ft./30 ft.
Rear	0	6 ft.
<u>Parking:</u>		
General office use	4 spaces/1,000 sq. ft. (168 spaces)	4 spaces/1,000 sq. ft. (168 spaces)
Driveway Width:	25 ft.	26 ft. – 28 ft.

CEQA Status Exempt Class 1
 Final Action Planning Division

¹ Side yard abutting a public street

CITY OF COSTA MESA PLANNING APPLICATION

PROJECT DESCRIPTION AND JUSTIFICATION

1. Project Address: 250 E. BAKER

2. Fully describe your request:

SUBMITTAL OF TENTATIVE MAP FOR
CONDO PURPOSES

3. Justification:

A. For a Conditional Use Permit or Minor Conditional Use Permit: On a separate sheet, describe how the proposed use is substantially compatible with uses permitted in the same general area and how the proposed use would not be materially detrimental to other properties in the same area.

B. For a variance or Administrative Adjustment: On a separate sheet, describe the property's special circumstances, including size, shape, topography, location or surroundings that deprive the property of privileges enjoyed by other properties in the vicinity under the identical zoning classification due to strict application of the Zoning Code.

4. This project is: (check where appropriate)

☐ In a flood zone.

☐ In the Redevelopment Area.

☐ Subject to future street widening.

☐ In a Specific Plan Area.

☐ Includes a drive-through facility.

(Special notice requirements, pursuant to GC Section 65091 (d))

5. I have reviewed the HAZARDOUS WASTE AND SUBSTANCES SITES LIST reproduced on the rear of this page and have determined the project:

☒ Is not included in the publication indicated above.

☐ Is included in the publication indicated above.

Signature

Date

10/15/04



CITY OF COSTA MESA

P.O. BOX 1200 • 77 FAIR DRIVE • CALIFORNIA 92628-1200

DEVELOPMENT SERVICES DEPARTMENT

**FOR ATTACHMENTS NOT INCLUDED IN THIS REPORT,
PLEASE CONTACT THE PLANNING DIV. AT (714)754-5245.**